

State Farm Insurance Companies®

April 12, 2010

Ms Ellie Pepper
Assistant Director
BETTER NEIGHBORHOODS INC.
986 Albany St.
Schenectady, NY 12307

Rev'd.
4-15-10



Ballston Spa Operations Center
Building One
100 State Farm Place
P.O. Box 8000
Ballston Spa, New York 12020-8000

Dear Ms Pepper,

Thank you for your recent request for support from State Farm. Please accept our check for [REDACTED] to support Better Neighborhoods, Inc.

By endorsing and depositing this check, you warrant that there has been no change in your I.R.S. tax classification as an organization described in Internal Revenue Service Code sections 501(c)(3) and 509(a)(1), (2) or (3).

In order for State Farm to follow the provisions of the 1993 Tax Act (specifically in regard to charitable contributions), it will be necessary for you to provide us with written documentation that acknowledges our contribution to your organization. Please complete the enclosed acknowledgement form and return it in the postage-paid envelope.

We extend our best wishes to you for continued success and look forward to hearing about your accomplishments during the year. It is a pleasure to be among your current supporters.

Sincerely,

Freda Laiacona
Public Affairs Specialist
State Farm Insurance

FL/rd

CC: Agent Steve Becker

Strong Neighborhoods for 501(c)(3) charitable organization

Organization Information

State Farm
Application

Organization Name

Better Neighborhoods Inc

Street Address

986 Albany St.

City

Schenectady

County

Schenectady

State or Province

NY

Postal Code

Please provide the full 9-digit zip code or full Canadian postal code.

12307

Main Phone Number

518-372-6469

Main Fax Number

518-372-6460

General E-Mail Address

info@better-neighborhoods.org

Web Site

www.better-neighborhoods.org

What is the mission of your organization?

Better Neighborhoods, Inc. (BNI) is dedicated to making a continuous long term positive impact in the neighborhoods it serves by:

- Providing safe, affordable housing for persons with limited resources;
- Promoting home-ownership and pride within the neighborhoods it serves;
- Stimulating economic development within under served neighborhoods by providing the appropriate support;
- Developing and empowering the people of the neighborhoods it serves; and
- Being good stewards of the resources it receives.

What year was your organization founded?

1966

What is your organization's total annual operating budget?

583,056

Please provide a brief description of your organization's history, as well as major accomplishments and organizational changes in the last 12 months.

Office Fax
518-372-6460

E-Mail Address
epepper@better-neighborhoods.org

Proposal Information

Proposal General Information

Inviter
Unsolicited

Request Date
02/08/2010

Program / Project Title
Homebuyer Education and Counseling

Program / Project Start Date
07/01/2010

Program / Project End Date
06/30/2011

What amount of funding are you requesting from State Farm?
10,000

Please show a breakdown of how State Farm's donation would be used.

Salaries-
Fringe-
Training-
Utilities-
Supplies-
Postage-
Telephone-

What is the total or overall funding required for this program / project?
Please itemize this amount, showing a breakdown of total expenses for this program / project.

Personnel

Salaries

Fringe

Other (Consultants, etc.) \$ 8,315

Subtotal

Non-personnel



DEPARTMENT OF DEVELOPMENT City of Schenectady

RICHARD E. PURGA
Acting Director & Community
Development Supervisor
(518) 382-5147 & 382-5149
E-Mail: rpurga@schenectadyny.gov

STEVEN STRICHMAN
Zoning & Empire Zone Officer
(518) 382-5049
E-Mail: sstrichman@schenectadyny.gov
ANN PETERSEN, LEED AP
Homeownership Coordinator
(518) 382-5199 Ext. 5392
E-Mail: apetersen@schenectadyny.gov

CHRISTINE S. PRIMIANO
Principal Planner
(518) 382-5147
E-Mail: cprimiano@schenectadyny.gov

MAUREEN GEBERT
Coordinator, Schenectady Heritage Area
(518) 382-5128
E-Mail: mgobert@schenectadyny.gov

August 2, 2010

Edward August
Executive Director
Better Neighborhoods, Inc.
986 Albany Street
Schenectady, New York 12307

Dear Mr. August:

Please accept this correspondence as verification that Better Neighborhoods, Inc. has been selected to receive 2010-11 Consolidated Plan funds through the City of Schenectady to support the housing counseling services provided by your agency, in the amount of [REDACTED].

This funding will be available to Better Neighborhoods, Inc. during the FY2010 HUD Counseling Program funding cycle (October 1, 2010 – September 30, 2011).

Please do not hesitate to contact me if you require additional information.

Sincerely,

Richard E. Purga
Acting Director



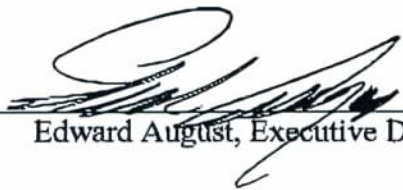
Better Neighborhoods, Inc.

986 Albany Street • Schenectady, NY 12307 • (518) 372-6469 • Fax (518) 372-6460

Commitment of Resources

During FY10, Better Neighborhoods, Inc. (BNI) will receive funding from the Troy Rehabilitation & Improvement Program (TRIP) as part of a Collaboration Agreement with TRIP (see attached Memorandum of Understanding).

This is to verify that BNI will utilize [REDACTED] of funds awarded to BNI through this Collaboration Agreement for the provision of housing counseling services during the FY2010 HUD Counseling Program cycle (October 1, 2010 – September 30, 2011).



Edward August, Executive Director

8-12-10

Date

Troy Rehabilitation and Improvement Program, Inc. and 'Collaborators'

SUPPLEMENTAL MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding is made this 15th day of July, 2010, between Troy Rehabilitation and Improvement Program, Inc. ('TRIP') and the following three organizations collectively referred to herein as the 'Collaborators': Better Neighborhoods, Inc.; Albany County Rural Housing Alliance, Inc.; and Affordable Housing Partnership of the Capital Region, Inc. .

TRIP is a not-for-profit corporation organized and existing under the laws of New York State with offices at 415 River Street, Troy, New York;

Better Neighborhoods, Inc. is a not-for-profit corporation organized and existing under the laws of New York State with offices at 986 Albany Street, Schenectady, New York;

Albany County Rural Housing Alliance, Inc. is a not-for-profit corporation organized and existing under the laws of New York State with offices at 24 Martin Road, Voorheesville, New York; and

Affordable Housing Partnership of the Capital Region, Inc. is a not-for-profit corporation organized and existing under the laws of New York State with offices at 225 Orange Street, Albany, New York.

WHEREAS, all identified Parties have a vital interest in strengthening underserved communities, promoting community revitalization and affordable housing, and serving as agents of change in the community development field; and

WHEREAS, the parties wish to enter into a collaborative effort in order to promote and work toward an effective and efficient strategy to further improve housing opportunities and preserve affordable home ownership promotion, preservation and rental opportunities to low and moderate income families throughout Rensselaer County and the Greater Capital Region of New York State, and to further reach areas not directly serviced by existing NeighborWorks® Organizations;

NOW, THEREFORE, in consideration of the foregoing, the Parties agree as follows:

I. AGREEMENT

A. Purpose of the TRIP and Collaborators Partnership

The purpose of the TRIP and Collaborators Partnership is to further affordable homeownership promotion, preservation and rental opportunities, to promote stable communities, and extend market penetration of affordable housing services to additional underserved neighborhoods and communities throughout Rensselaer County and the Greater Capital Region of New York State in an efficient and effective way that can be measured with quantified results. Through this Partnership agreement it is expected that the Collaborators will achieve at minimum an additional \$4.6 million investment and 200 units of affordable housing production retroactive to the period between April 1, 2010-March 31, 2011.

B. TRIP agrees to:

1. **Operating Support:** to apply to NeighborWorks® America (NWA) and seek up to \$30,000 operating support for this overall effort to be used by the Collaborators in furtherance of their overall mission and in support of the implementation of the terms of this agreement. If successfully received, the operating support will be disbursed as follows:

TRIP has a total of \$30,000.00 to distribute under this contract.

As full and complete compensation to each Collaborator, TRIP shall make the following payments:

The sum of \$5,000 shall be paid to each of the Collaborators upon the execution of this Agreement.

The balance (\$15,000.00) shall be divided among the three Collaborators in proportion to each individual Collaborator's contribution to the total of the "Units of Production" reported to NWA under this Agreement. This second and final payment shall be calculated and made to each Collaborator upon acceptance by NWA of the unit count contained in the final quarterly report referenced below (paragraph I.C.4). It is anticipated that this final payment will be made on or about June 1, 2011.

For purposes of this Agreement a "Unit of Production" only counts as such when it has been accepted by NWA.

2. **Data Collection:** to assist the Collaborators with information related to NW America data collection standards, as well as with NW America data reports in required format that quantify the results of the efforts described above.

C. Collaborators Agree to:

1. **Staff Development Training:** – Staff will actively seek certification by NeighborWorks America in the lines of business that they report on through participation at NeighborWorks NTIs and place based trainings.
2. **Standards:** Collaborators will become an "adopter" of the National Industry Standards for Home Ownership and Education and will agree that all homeownership promotion clients will receive at minimum eight (8) hours of homeownership education.
3. **Home Ownership LOB review:** – Undergo a review of their affordable homeownership preservation and promotion programs performed by a NeighborWorks® America Northeast District specialist at the sole discretion of NeighborWorks® America.
4. **Production Reporting:** – The Collaborators will timely prepare and submit to TRIP and/or NeighborWorks® America on a quarterly basis and no later than 25 days past the end of each quarter, with the first report due July 25 and each subsequent report due no later than 25 days post September 30, December 31, and March 31, all required reports on its production indicators and use of NWA sourced funds as and when required by NWA in the format required by NWA, observing NWA reporting rules and protocols and following the forthcoming policy on how to report.
5. **Data Collection Software:** Per (4) above, Collaborators will utilize CMAX software and/or Online Reporting System (ORS) to track and report all home ownership preservation production required by NeighborWorks® America, Organizational Assessment Division.
6. **Production Training:** Collaborators will actively participate in any NeighborWorks Production Reporting training sessions to support data collection and submission requirements.
7. **Client Record Keeping:** Collaborators will maintain client records as well as any other documentation required to corroborate the validity of the data submitted to NeighborWorks® America for a minimum of 5 years (or longer).
8. **Audit Transparency:** Collaborators will release data collection records to NeighborWorks® America for auditing purposes, if required.
9. **Program Service Delivery:** Collaborators will address affordable housing preservation and promotion needs of residents in underserved areas of Rensselaer County and the Greater Capital Region of NY State in accord with the stated purpose of this agreement per above, especially those not currently being served by existing NeighborWorks organizations, and to document and submit production results as also described above.
10. **Financial Audits:** If required, Collaborators will provide TRIP and NW America with the following financial statements and disclosures:
 - a) Auditor's Report Opinion
 - b) Statement of Financial Condition
 - c) Statement of Activities
 - d) Statement of Cash Flow
 - e) Related Notes to the Financial Statements

- II. **INITIAL TERM & RENEWAL.** This Memorandum of Understanding shall be effective for one (1) year from the date of execution of this Agreement. Either party shall have the right to terminate this Agreement prior to the expiration of the existing term, with thirty (30) days written notice to the other party. This Memorandum of Understanding may be renewed for a new term only by a written instrument executed by the Parties within 30 days of the end expiration date of the existing term.

- III. **NOTICES.** Any notices related to this Memorandum of Understanding shall be in writing, and shall be deemed to be delivered when hand delivered, delivered by overnight courier, delivered by certified mail,